

3 August 1954

OFFICE OF PERSONNEL MEMORANDUM NO. 35-200-2 (SUPPLEMENT 1)

SUBJECT: Budget Estimates for Fiscal Years 1955 and 1956

1. Paragraph 5 of OPM 35-200-2 (30-54) calls for the preparation of material on accomplishments and objectives to be submitted to the Office of Personnel Budget Officer by 6 August 1954.
2. The material recently prepared for briefing the Survey Task Force and that currently in preparation for the Six Month Progress and Plans Reports is expected to provide sufficient source data for the preparation of budget justification. Accordingly, the reporting requirement contained in paragraph 5 of OPM 35-200-2 is waived.
3. Any supplementary data which may be required in the preparation of the budget submission will be informally requested of Staff and Division Chiefs by the Budget Officer.

George E. Meloon
Deputy Assistant Director
for Personnel

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Rec'd. by 5-130-4
(37-55) 20 Jul 54